

**CITY OF LODI
INFORMAL INFORMATIONAL MEETING
"SHIRTSLEEVE" SESSION
CARNEGIE FORUM, 305 WEST PINE STREET
TUESDAY, APRIL 17, 2001**

An Informal Informational Meeting ("Shirtsleeve" Session) of the Lodi City Council was held Tuesday, April 17, 2001 commencing at 7:00 a.m.

A. ROLL CALL

Present: Council Members – Hitchcock, Howard, Land, Pennino (arrived at 7:03 a.m.) and Mayor Nakanishi

Absent: Council Members – None

Also Present: City Manager Flynn, City Attorney Hays and Deputy City Clerk Perrin

B. CITY COUNCIL CALENDAR UPDATE

Deputy City Clerk Perrin reviewed the weekly calendar (filed).

C. TOPIC(S)

C-1 "Animal Shelter Feasibility Study"

City Manager Flynn indicated that there has been great interest within the community to improve the animal shelter. The senate has increased the standards of keeping animals in safe conditions. As a result, the county contacted each of the cities to join together in preparing an animal shelter feasibility study. The report, which was extensive and revealed shortcomings, was completed last fall and distributed to the City Council at that time. It addressed issues such as how many animals and officers Lodi had in comparison to its population. Staff has made temporary improvements at the shelter in order to address the concerns pointed out in the study.

Former Mayor Steve Mann appointed citizens to an Animal Shelter Task Force to review this study and make recommendations to the Council. A preliminary report from the task force was distributed to Council at the March 5, 2001 Town Hall meeting. City Manager Flynn thanked and gave credit to Management Analyst Janet Hamilton, who served as the liaison to the county during this study process; Animal Services Officer (ASO) Terri Arbuckle; and task force member Sue Pixler. The purpose of this morning's meeting is to present thoughts and ideas on this matter, as it is a capital project. As part of the feasibility study, staff must enter the study phase by gathering information and understanding the issues, in order to determine an approximate cost. At this point, staff has estimated the cost at \$2.5 million.

Police Chief Jerry Adams reported that the animal shelter was built in the 1960s and was used seven days a week to house up to ten dogs. It was originally built as a "dog pound," and in today's time that connotation is perceived negatively. At that time, there was no consideration given for the welfare and protection of animals, nor for spay and neuter programs. There have been minor modifications to the animal shelter since 1960. In 1983-84 modifications were made to the cat cages. In this budget cycle, funds are being requested for a trailer to be used as an office that would allow for additional space in the shelter. In addition, Lodi Police Partners are devoting hours at the front counter so that officers may spend more time in the field, eliminating the need to close the animal shelter during office hours.

In September 2000, a task force was created through the county, and the City Council appointed Lodi members from the Animal Friends Connection, animal shelter volunteers, community members, and City staff. Police Lieutenant David Main, who coordinates the animal shelter activities along with ASO Arbuckle, provided input on the task force report, which recommended additional staffing and equipment and ultimately a new facility. The current shelter is approximately 2,155 square feet, and the proposed shelter is projected

at 15,000 square feet. New state standards and mandates have created an urgent need for adequate shelters. George Miers & Associates is the firm that the county retained for this study and is the same architect Lodi hired for the public safety building. In addition to providing increased space, a new facility would attract and encourage more volunteers and public-private partnerships with the Police Department. Chief Adams thanked the task force members that worked on the study, both the county's and City's groups; Animal Friends Connection; Lt. Main, ASO Arbuckle, Deputy City Manager Keeter, and Management Analyst Hamilton for the time and effort spent on this project.

Following introduction by Project Coordinator Gary Wiman, George Miers, with George Miers & Associates, presented the Council Members with copies of informative articles on animal care design. He reported that over the last 2-3 years, legislation has caused larger cities and counties to revamp their operational programs and to build larger facilities. The county's study focused on the feasibility of a regional facility with a series of satellite facilities.

There have been consistent efforts for the past 3-4 years to improve conditions at animal shelters. The pound-type facilities are out-dated, do not offer spay and neuter programs, and continue to have extremely high euthanasia rates. The mandate requires the spaying or neutering of animals prior to adoption and that facilities include some sort of medical area or clinic. There is an increased awareness in disease control. Many of the older facilities did not have segregated areas and diseases would transfer from the sick animals to the healthy ones. Often times the entire population of animals in the shelter would be euthanized because of the upper respiratory problems and skin diseases that would pass among them all. The air-handling situation increases this problem by circulating the diseases. Therefore, about ten years ago the practice started of breaking down the shelter into wards with approximately eight dogs per ward. Doing this, however, drives up the necessary square footage in a facility that would normally hold 40-50 dogs in one ward. Additionally, there has been increased emphasis in creating a people-oriented facility to encourage visitors to view and adopt animals and to include classrooms to allow for education programs. The hope is that the euthanasia rate over the last 10-20 years can be turned around by public education and spay and neuter programs.

Animal shelters endure an enormous amount of abuse because of the number of dogs, the constant cleaning it goes through, and the hot water and chemicals. There are many ways to design an animal shelter, but it must be a facility that will last 30-40 years with finishes and mechanical systems that are at a higher level than the typical office building.

Mayor Pro Tempore Pennino commented on the county's report that described scenarios of one countywide facility and several satellite facilities. He asked Mr. Miers to expand on the idea of a north county facility.

Mr. Miers responded that this study was a collaborative effort between himself and Michael Ross, Director of the Contra Costa Animal Shelter. Mr. Miers' focus was to look at the physical plans and the many ways to organize animal care facilities; whereas, Mr. Ross focused on the operations and financial side. The concept of a regional facility, where staff and officers are combined at one facility, would be the least expensive; however, from a public convenience point of view, it would be the least convenient, as it would mean longer travel time and distance to the animal shelter. A regional site with satellite facilities would allow for a certain amount of financial economy, as well as public convenience. The premise is that the satellite facility would have minimal staff and a small adoption component. Animals would be held at the satellite facility for the minimum required time allowing for public retrieval of lost pets, but extended adoption time would be at the regional facility. The other scenario is the possibility of having two or three regional facilities, each of which would be full-serve facilities used for retrieval and adoption of animals and be somewhat smaller than a total regional facility. This concept would cost more than the regional/satellite scenario, but would provide better public service and convenience.

Mayor Pro Tempore Pennino noted that the report indicates the best option would be a north county facility.

Council Member Howard commented on the fact that Los Angeles County passed a bond measure of \$15 million for an animal-care facility and she asked if most cities have passed bonds in order to build animal shelters.

Mr. Miers replied that he was unsure what other cities and counties have done to fund the building of animal shelters; however, most have used some general fund dollars. The County of San Diego embarked on a combination of city and county financing and public donations in raising the money, including being joined by the Humane Society. This has led a number of communities to look at a similar model of involving the public in the financing.

In response to Council Member Hitchcock, Mr. Miers reported that the suggested 15,000 square foot facility in the study is based on the number of animals and assumptions on Lodi's future population. When calculating Antioch's facility, a 12,000 square foot building was projected to serve a future population of 120,000 with the understanding that the facility would be a smaller size because some of the functions were combined and already in the main police department facility. If that facility were done as a stand-alone site, it would have been 15,000 square feet. Based on the information he had from the county's study, Mr. Miers believed that 15,000 square feet would meet Lodi's needs projected into the future.

Council Member Hitchcock questioned what growth rate the study took into account, and if the 15,000 square foot building was the minimum size based on the population growth.

Mr. Miers responded that the growth of cities today is not necessarily the factor that should be used to design the facility. Cities that have incorporated aggressive spay and neuter programs continue to show a reduction in the number of animals held in shelters as the population grows. Even cities with a high growth rate will either stay the same or decrease its number of animals.

City Manager Flynn added that a regional plan would include the county, but if the county did not participate, the City could adjust the facility to meet Lodi's needs. At this point, it has not been determined if 15,000 square feet is the correct size, as it needs to be studied further. In regard to funding, there is a substantial amount of money available for private, non-profit shelters, but not for cities. It may be beneficial to the City to form or sponsor a non-profit organization to seek and obtain the necessary funding. Inasmuch as this is driven by new state mandates and costs, it would also be worthwhile to see if the state is willing to contribute, since it raised the standard for cities and counties. Further, the possibility of sharing the costs with the county could be an option, since county residents bring animals into Lodi's facility. Also, the community may be supportive of voting for financing of the animal shelter.

Project Manager Wiman outlined purchases that would immediately improve the existing facility:

- Purchase of a trailer that would include two offices and a waiting area for the public. This would be used for approximately 20-months pending construction of a new facility. The offices in the trailer would free up space in the facility for a new cat holding area.
- The purchase of cat holding cages and dog kennels would be used for temporary quarantine areas.
- Purchase of office systems furniture for the trailer.
- Purchase of air conditioning and odor control options, including the addition of roof exhaust fans to help the odor situation.

The Police Department budget will include \$70,000 to address these needs, \$45,000 of which could be transferred to the new facility, i.e., the office systems furniture, cages, and kennels.

The long-term solution would include obtaining a design contract with an architect to begin the schematic or concept design. Mr. Miers used the statistical figures from the county's study to arrive at his estimate. Until staff gets to the design stage of the project, the actual dollar figures and square footage cannot be determined. The Police Department was contacted by the county with a request that it participate with Lodi in some way. It would certainly be possible to build extra square footage for the county and bill them for its portion. Growth of the facility is being taken into account so that the facility can be expanded upon on the same site should the need arise.

City Manager Flynn indicated that preliminary discussions have taken place on what the needs are and what property is available. There is an acre of property on the land set aside for the Municipal Service Center (MSC) and Electric Utility Department that could be used, which would eliminate the need to purchase land. All of the ideas expressed need to be looked at as a part of the feasibility study and presented to the Council as a part of Capital Improvement Project.

In reply to Mayor Nakanishi, Mr. Wiman reported that the design phase would cost roughly \$50,000.

PUBLIC COMMENTS:

- Elaine Dornton, a veterinarian in Lodi and member of the task force, Acampo, commented that Lodi is fortunate to be working with capable Police Department staff and recognized the Animal Friends Connection for the work it is doing in this community. It is because of this that she and the veterinary community became involved with and supports the animal shelter and the future facility. It is not just the idea of a larger facility, but an entire new concept that involves medical treatment of animals and educational programs. There is an increase in abuse and improper care of animals, as well as a poor safety cap on breeding of vicious dogs, all of which would be addressed with the new shelter and education programs.
- Linda Sunday Hansen commented that she has been a member of this community for most of her life. She took this opportunity to thank the City Council for its foresight in appointing a task force to address the needs of the shelter. Mrs. Hansen is impressed by the animal shelter staff, which must operate under difficult conditions.

Mr. Miers offered to work with staff at no additional cost to the City in completing the program, which would aid staff in the study of different sites and a projected budget.

Council Member Hitchcock expressed a concern of spending money on short-term options, like the purchase of the trailer, that could eventually end up being long term. There is great potential for public-private funds similar to how Hutchins Street Square was financed. She suggested that the City initiate a group of volunteers to start the private end of fundraising for the shelter and simultaneously proceed with Mr. Miers' proposal, reducing the time it would take to complete this project.

Mayor Pro Tempore Pennino stated that he has concerns about the report and would like staff's responses to his previous questions before proceeding. He suggested looking at partnering with the county on a north county facility, as its residents use Lodi's facilities as well. He reminded the public that building a facility such as this is a long, complicated process. Currently, the City is at step two (study phase) out of six steps, and he encouraged everyone involved to be patient.

Council Member Howard also spoke in support of partnering with the county on a north county facility, and for seeking private contributions as well as City funds toward the project.

Council Member Land affirmed that he heard consensus among the Council that something needs to be done to upgrade the shelter for the animals. He would like to see the City move forward with the design phase in order to assess what costs are involved.

Continued April 17, 2001

On May 23, 2001, the City will have the opportunity to meet with legislators at the State Capital, and Mr. Land suggested that this would be an opportune time to discuss funding support for animal shelters.

City Manager Flynn stated that staff would now move forward with the design phase and obtain more factual information on funding sources.

Mayor Nakanishi pointed out that Council has not yet prioritized its projects and is also looking for potential funding sources for the indoor sports complex, aquatics center, and DeBenedetti Park. Mayor Nakanishi expressed his support for the animal shelter and for the public-private funding concept.

D. COMMENTS BY THE PUBLIC ON NON-AGENDA ITEMS

- Management Analyst Hamilton announced that Kelsey Cardoni, an intern in the City Manager's office, unveiled on Friday the animal shelter's completed Web site, which includes weekly updates, pictures, and history of adoptable pets.
- Jerry Glenn, member of the board of directors of Lodi Adopt-A-Child, invited the City Council to two upcoming events: 1) the Annual Angel Recognition Awards dinner on Saturday, May 5, 2001; and 2) the Annual Golf Tournament on Monday, August 20, 2001.

E. ADJOURNMENT

No action was taken by the City Council. The meeting was adjourned at approximately 8:19 a.m.

ATTEST:

Jennifer M. Perrin
Deputy City Clerk

Mayor's & Council Member's Weekly Calendar

WEEK OF APRIL 17, 2001

Tuesday, April 17, 2001

7:00 a.m. Shirtsleeve Session
1. Animal Shelter Feasibility Study

Wednesday, April 18, 2001

7:30 - 9:30 a.m. Nakanishi and Land. San Joaquin Partnership and Business Council Annual Meeting, Brookside Country Club, Stockton.

7:00 p.m. City Council meeting
3 Closed Session items (6:00 p.m.)
5 Presentations
18 Consent Calendar items
3 Public Hearings
No Regular Calendar items
Meeting of the Redevelopment Agency

Thursday, April 19, 2001

8:00 a.m. Nakanishi. "Principal for the Day" at Heritage School. Meet Principal Cervantes at the Intermediate Site (the old Needham School) on the corner of Pleasant and Chestnut.

5:30 p.m. Pennino. Lodi Memorial Hospital Annual Meeting. Program at 6:15 p.m.

6:00 p.m. Nakanishi. Guest speaker for Chamber of Commerce Lodi Industrial Group.

Friday, April 20, 2001

3:00 - 4:00 p.m. Nakanishi. Special recognition event acknowledging participants of LUSD's "Principal for the Day," at the LUSD office, 1305 E. Vine Street

Saturday, April 21, 2001

6:00 p.m. Nakanishi, Hitchcock and Howard. Boys and Girls Club Annual Benefit Dinner and Auction.

Sunday, April 22, 2001

2:00 - 4:00 p.m. Nakanishi. Dedication of Memorial Flag Pole in honor of Sister Madeleine Hanot and Albert Warmerdam, Hanot Foundation, 14373 E. Sargent Road, Lodi.

3:00 p.m. Eagle Scout Court of Honor for Erik Nicholas and Mark Robert Carlin, St. Paul's Lutheran Church, Lodi.

Monday, April 23, 2001

Disclaimer: This calendar contains only information that was provided to the City Clerk's office

council\misc\mcalndr.doc

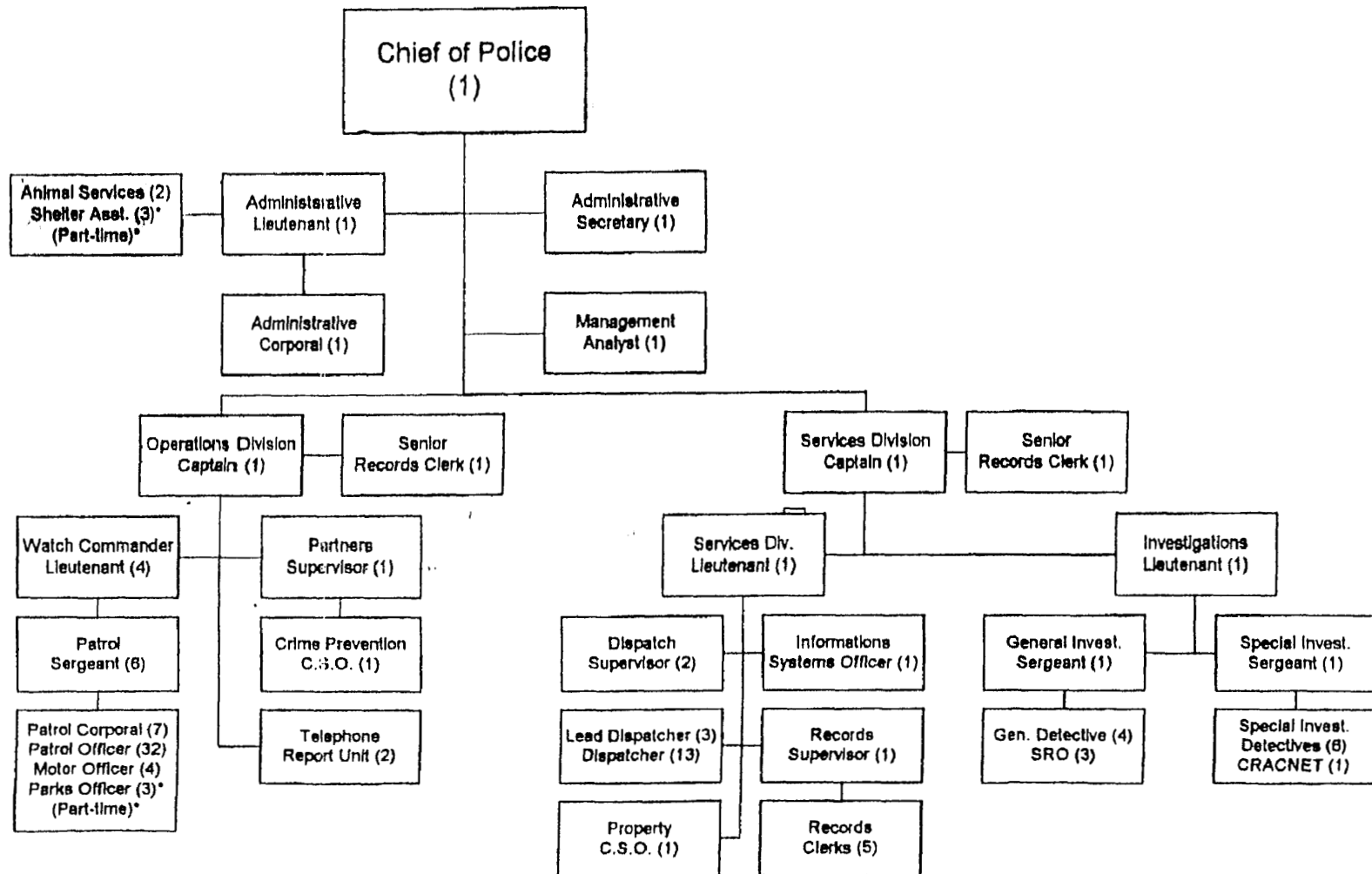
LODI POLICE DEPARTMENT

October 3, 2000

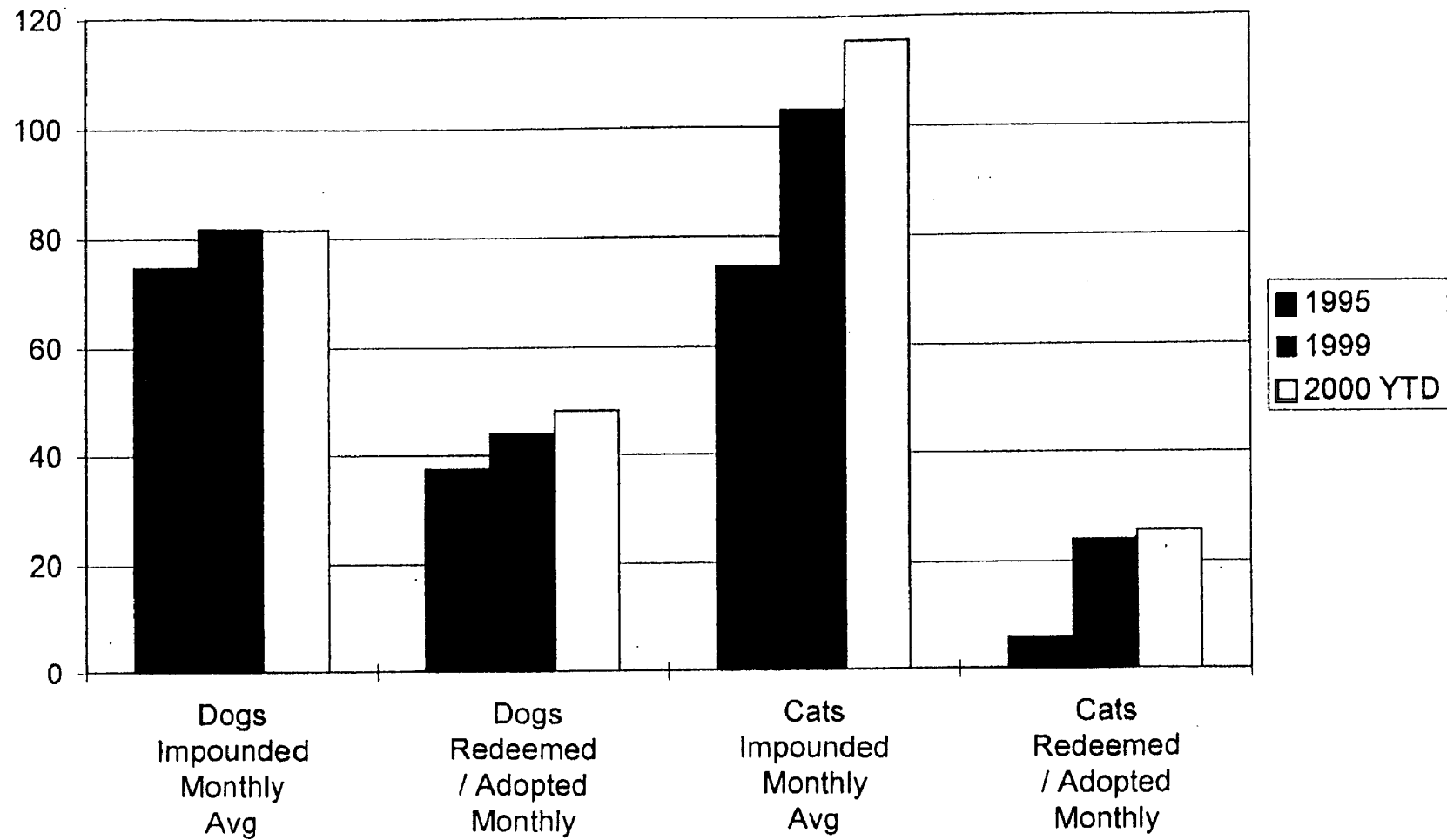
Total Sworn 77
Total Civilian 35

Total Employees 112

(does not include part-time)



Lodi Animal Services Comparison



2000 YTD Impounds and Euthanized

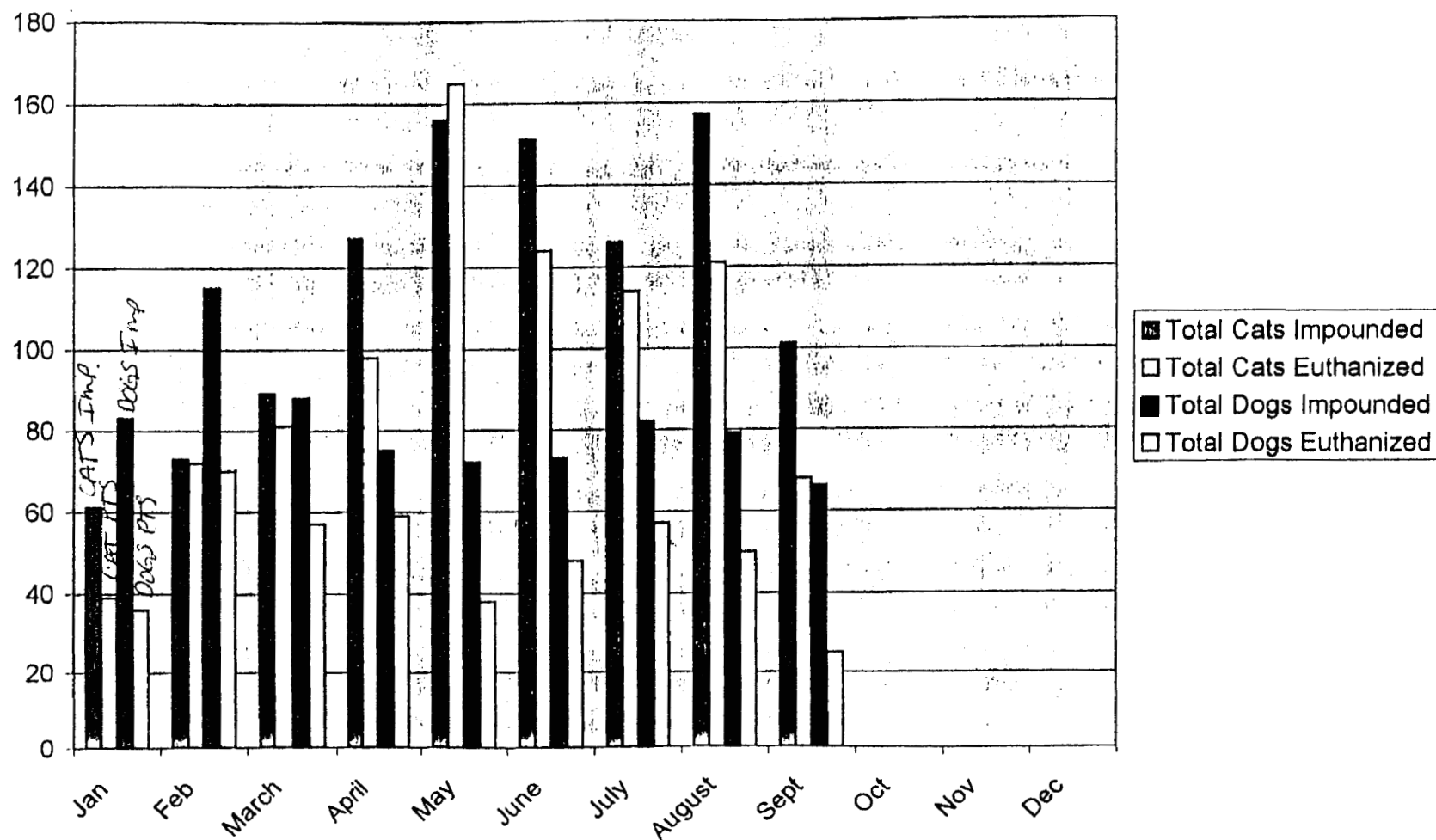
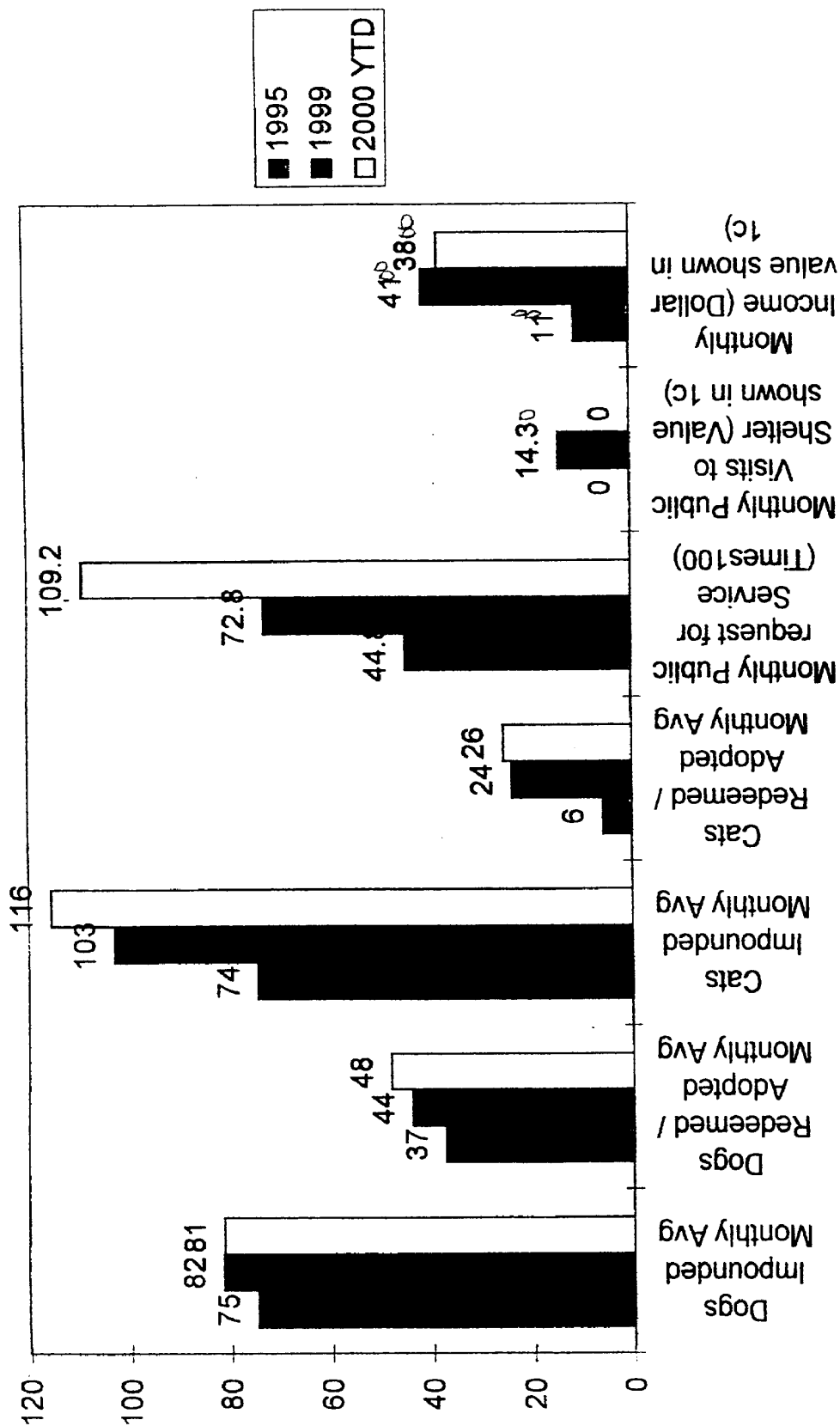
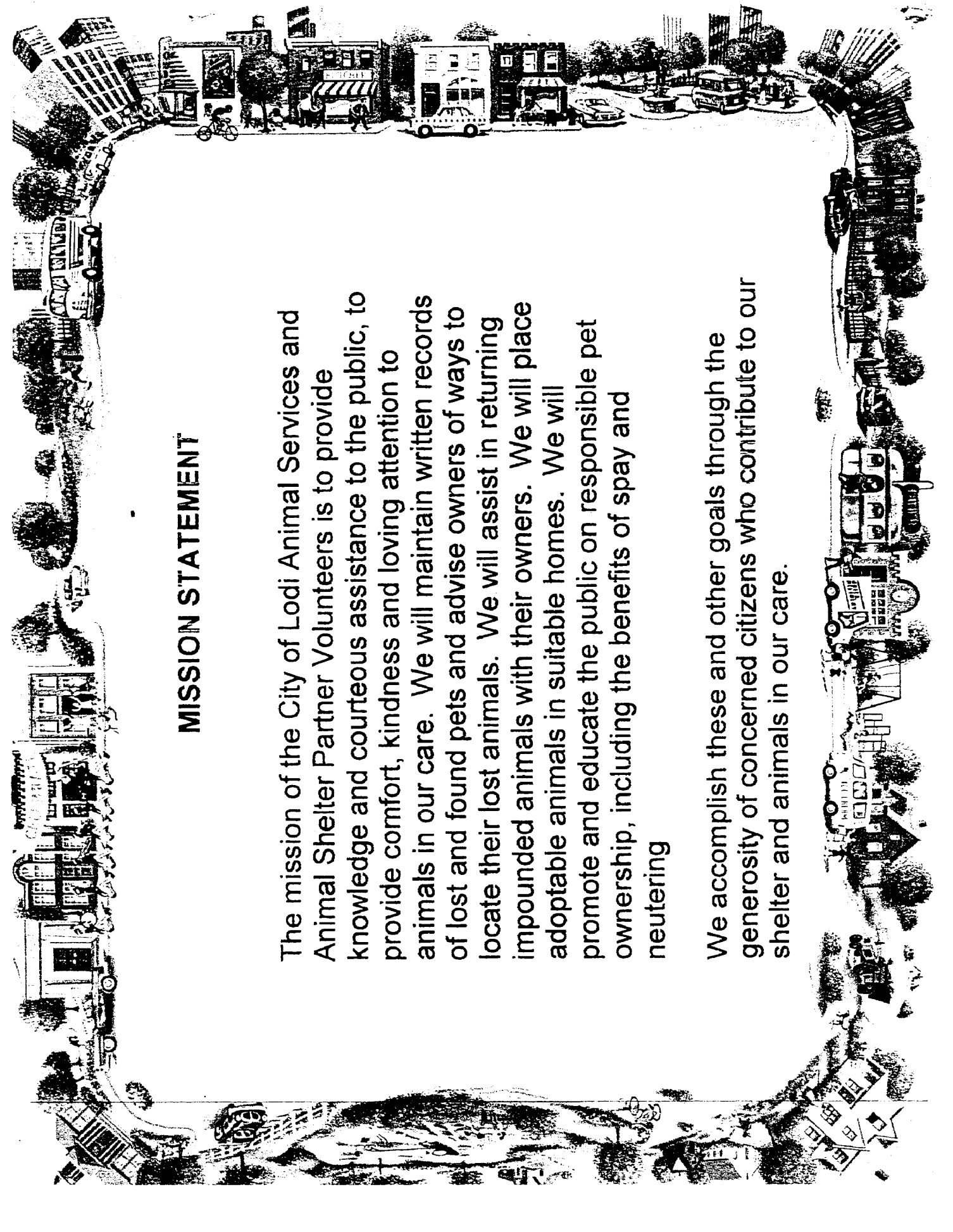


Chart5

Lodi Animal Services 5 Year Trend Analysis





MISSION STATEMENT

The mission of the City of Lodi Animal Services and Animal Shelter Partner Volunteers is to provide knowledge and courteous assistance to the public, to provide comfort, kindness and loving attention to animals in our care. We will maintain written records of lost and found pets and advise owners of ways to locate their lost animals. We will assist in returning impounded animals with their owners. We will place adoptable animals in suitable homes. We will promote and educate the public on responsible pet ownership, including the benefits of spay and neutering

We accomplish these and other goals through the generosity of concerned citizens who contribute to our shelter and animals in our care.

Volunteer Hours

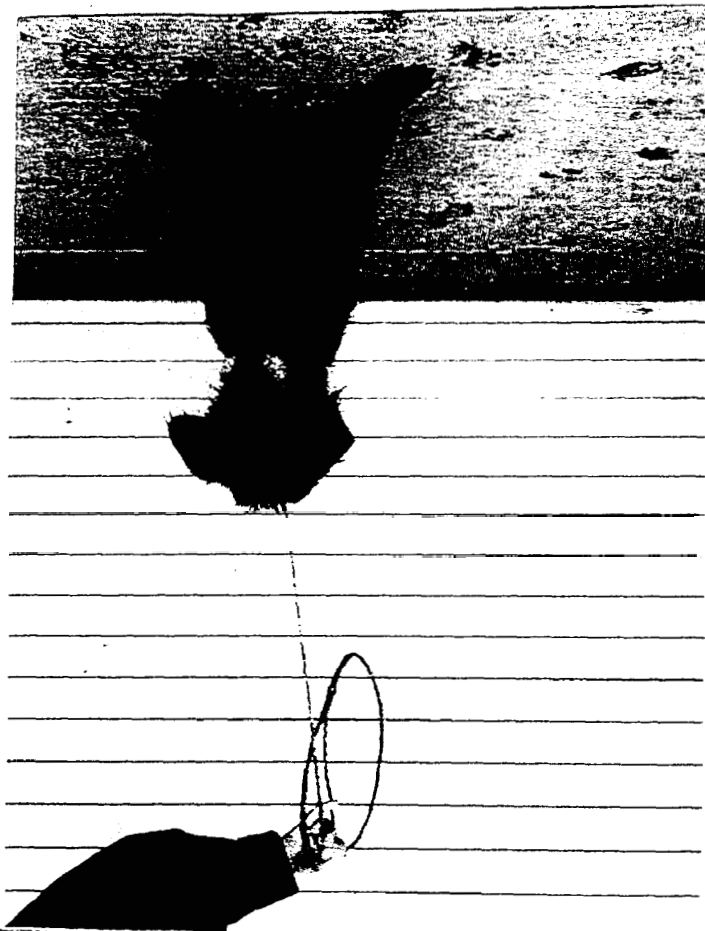
The following is the average of the minimum volunteer hours spent at the Lodi Animal Shelter.
The average is 20 hours per week.

1996 September to December	240
1997 January to December	1040
1998 January to December	1040
1999 January to December	1040
2000 January to December	1040
2001 January to March	<u>240</u>
Total	4640 hours

4640 hours @ \$9.00 per hour = \$41,760.00

Many times the volunteers work longer then the minimum. This is not accounted for.

This was a stray dog that entered the shelter and was adopted into a loving home.



After

Before



Spay and Neuter Program

The Lodi Animal Shelter Volunteers have conducted a Spay & Neuter Program since 1996. Unfortunately the figures for 1996 & 1997 are not available. Listed below are the 1998 through 2001 annual figures.

Animals Spay or Neuter

1998	333
1999	185
2000	349
2001	181
Another to be held in August 2001	
Total	1048

We find it comforting that the citizens of Lodi took advantage of this program and 1048 animals did not produce unwanted litters.

We now spay and neuter many shelter animals prior to adoption. This makes them appealing and very accessible as they can be taken home immediately. Our adoption rate has increased in the last few months because of this program and we expect this to continue.

Adoptions

The Animal Shelter Volunteers use many different ways to advertise the animals available for adoption.

1. Once a month Lodi News Sentinel runs a full page "Adopt A Pal" ad which features the animals from the shelter. Private citizens, local businesses and concerned city employees sponsor this ad. This ad has a great success rate.
2. We also advertise the animals on the Internet. Currently their pictures and some information are posted on Petfinders.org. Soon we will have a section of the City's web page to advertise the animals. This is in the process of being developed.
3. Lodi News Sentinel runs the pet of the week ad that features one of the animals from the shelter and one from Animal Friends Connection.
4. The public is able to adopt Monday through Saturday 8:00-5:00.

Items purchased with Shelter Volunteers donation money.

Refrigerator to house vaccinations for animals

24 Dog Beds

Micro-chips (electronic ID)

Storage Shed

Card board cat carriers

Air filter to circulate the air 10 times per hour for cat room

Cage dryer

Paper bowls for the cats to cut down on disease

Frontline and Advantage

Black light to check for Ringworm on cats

Christmas pet stockings

Seasonal dog and cat flags for the front of the Animal Shelter

"Kong" pet toys

Blankets

Robinsons Feed donates \$200.00 per month in food

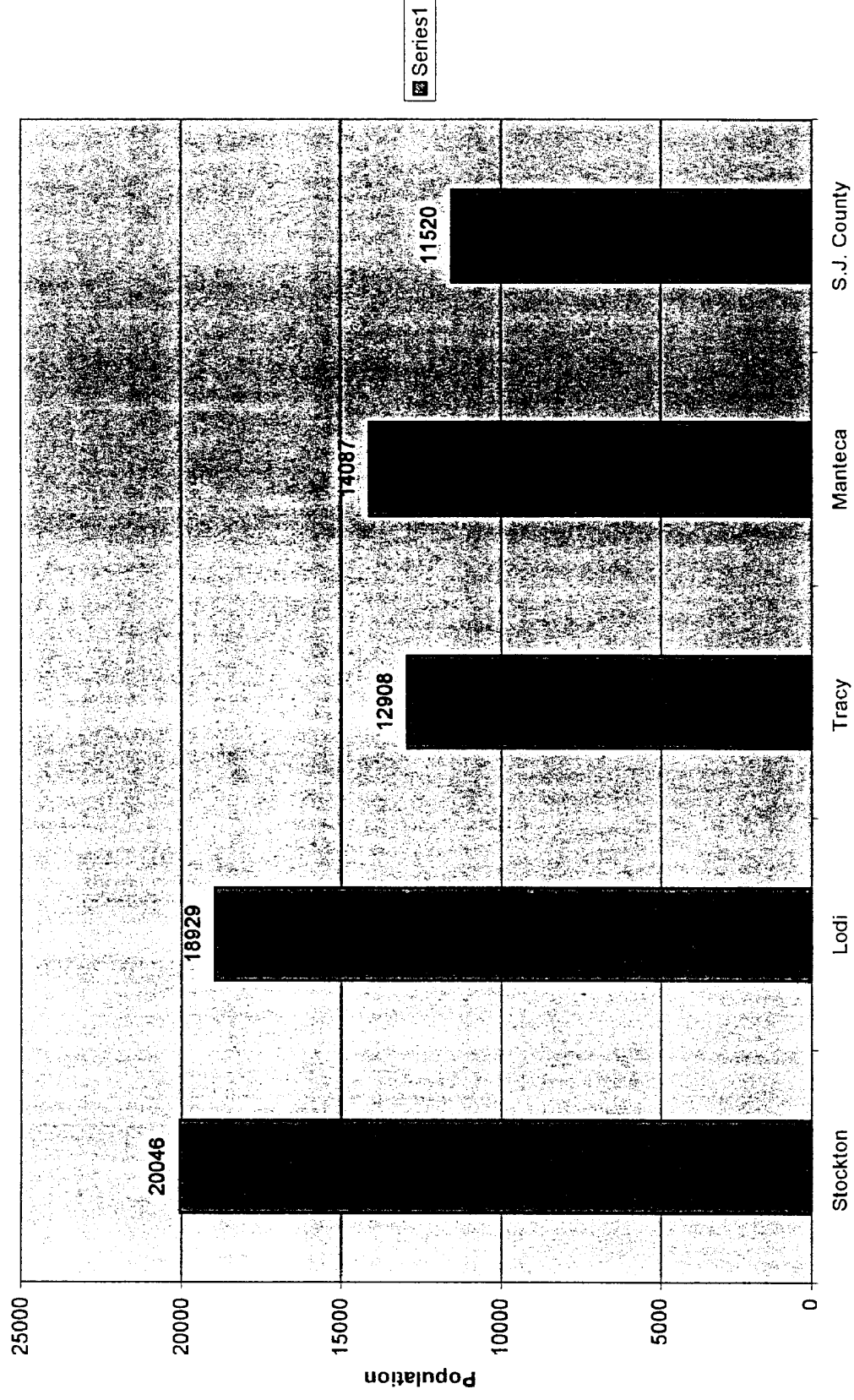
Backup Local Charts

Population Served		1999	
	Population	Staff	Result
Stockton	250576	12.5	20046
Lodi	56789	3	18929
Tracy	51631	4	12907
Manteca	49306	3.5	14087
S.J. County	130178	11.3	11520

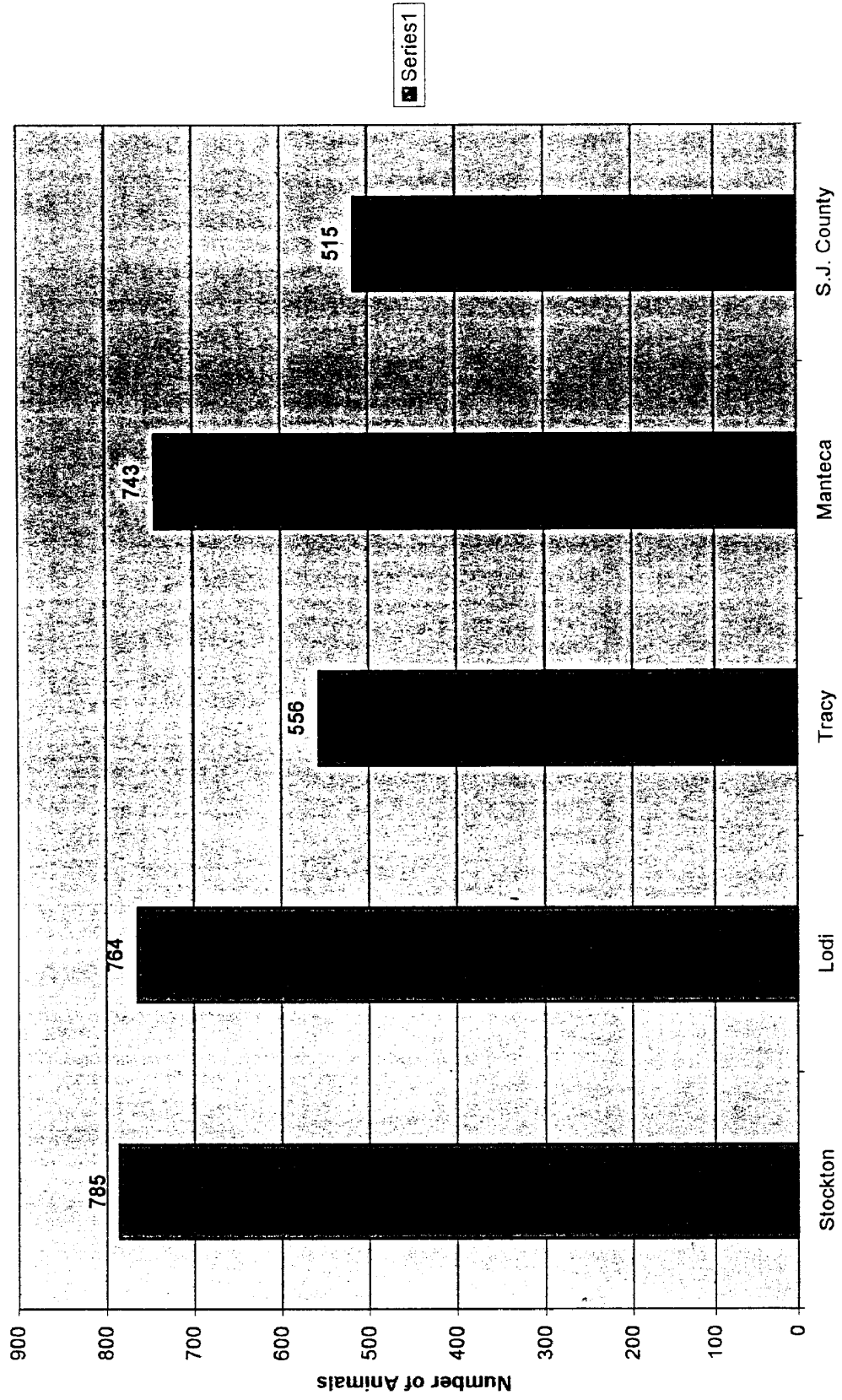
Animals Handled		1999	
	Animals In	Staff	Result
Stockton	9814	12.5	785
Lodi	2292	3	764
Tracy	2225	4	556
Manteca	2503	3.5	715
S.J. County	5706	11.3	504

Budget dollars		1999	
	Population	Budget	Result
Stockton	250576	741432	2.95
Lodi	56789	128135	2.25
Tracy	51631	293360	5.68
Manteca	49306	220166	4.46
S.J. County	130178	793759	6.09

Population served per FTE Staff (1999)



Animals handled per FTE Staff (1999)



Budget dollars per capita (1999)

